



Houses of the  
**Oireachtas**  
Tithe an Oireachtais

Leinster House  
Dublin 2  
Tel +353 1 618 3000

Teach Laighean  
Baile Átha Cliath 2

**Leinster House**  
Kildare Street

Liam O'Brien  
Houses of the Oireachtas  
Communications Unit  
Kildare House  
Kildare Street  
Dublin 2

**Issued by email**

Our Ref: R1667

22 February 2019

Dear Mr. Foxe,

I refer to your request under the Freedom of Information Act 2014, which was received by the Houses of the Oireachtas Service on 28/01/2019, for:

*"a spreadsheet/database of costs associated with the centenary sitting of Dáil Éireann. This should include, but is not limited to, details on the following:*

- a/ venue costs,*
- b/ security costs,*
- c/ broadcasting costs,*
- d/ simultaneous translation costs,*
- e/ entertainment, catering, and hospitality costs,*
- f/ venue design and construction costs, decoration costs,*
- g/ visual display systems costs,*
- h/ staffing costs (including additional overtime, compensatory leave, gratuity or any other non-standard costs),*
- i/ reporting costs (costs of producing special centenary official report etc),*
- j/ publicity costs,*
- k/ graphic design costs,*
- l/ promotional material - itemised,*
- m/ any other category of costs related to the centenary sitting not listed above.*

*I would prefer to receive this information electronically, ideally in its original electronic format."*

In accordance with the provisions of the Freedom of Information Act 2014, I have decided to **grant** access to the records requested. I have explained my decision below.

- [Appendix A](#) is a note outlining the context and significance of the Dáil 100 programme, as a whole, and should be read in conjunction with the cost sheet attached. This note gives further information on the requirements for dressing the Round Room for broadcast, the EU Speaker element of the programme, staffing costs and website costs.



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- Appendix B is, as per your request, a list of costs associated with the centenary sitting of Dáil Éireann
- Further, I note that under section 'm/' of your request you ask for "any other category of costs related to the centenary sitting not listed above". In this regard I have decided to release further general costs associated with the Dáil 100 programme. The centenary sitting was the main event in a wider, yearlong programme and so it is my decision that these costs are relevant under your request. They are attached at Appendix C.

I trust this is to your satisfaction. However, you may seek an internal review of this decision by a more senior member of the staff of the Service. To do so, you should write to the following, referring to this decision:

*FOI and Records Management Unit,  
Library & Research Service,  
Houses of the Oireachtas Service,  
Kildare Street,  
Dublin 2,*

You should make your appeal within 4 weeks from the date of this notification, where a day is defined as a working day excluding, the weekend and public holidays. However, the making of a late appeal may be permitted in appropriate circumstances. The appeal will involve a complete reconsideration of the matter by a more senior member of the staff of this body.

Should you have any further queries regarding these records you should contact Verona Ni Bhroinn, Press and PRO on [REDACTED] or by email at [REDACTED]@oireachtas.ie

Details regarding fees for internal review are below. If you have any queries in relation to these fees, please do not hesitate to contact the FOI co-ordinator, Ms Leah Hensey at [REDACTED].

Yours sincerely,

Liam O'Brien  
Assistant Principal Officer  
Communications Unit

**Fees for internal review**

Under the Freedom of Information Act 2014, a standard fee of **€30** must accompany an application for internal review under chapters 1 & 2 of the Act. A reduced fee of **€10** applies if you are covered by a medical card, in which case you should supply details of the medical card registration number and issuing health board together with your consent to the verification of these details with the relevant health board. The fee can be paid by cheque, bank draft or order payable to the Houses of the Oireachtas Service. The following internal review applications are exempt from fees:

- (a) an application in relation to a decision concerning records containing only personal information related to the applicant.
- (b) an application in relation a decision under section 9 (right of amendment of records relating to personal information).
- (c) an application in relation to a decision under section 10 (right of person to information regarding acts of public bodies affecting the person).
- (d) an application in relation to a decision to charge a fee or deposit, or a fee or deposit of a particular amount.



## Appendix A

### Dáil 100 context

#### Context and significance of the event

The Houses of the Oireachtas is keenly aware of the need to give a full and proper context to the formation of the First Dáil as one of the key events in our history as a state and as one of the key commemorative events in the Decade of Centenaries programme.

In that spirit the Houses of the Oireachtas Commission approved a Dáil 100 centenary programme based on the conceptual theme of Celebrate, Commemorate, Educate and a programme of events was designed around that theme. The programme runs all year and includes events from the Centenary Sitting in January to the Dáil na nÓg event in November 2019.

#### Dressing the Round Room

In relation to the Centenary Sitting on 21 January, it should be noted that while the Round Room of the Mansion House has huge historical significance, as a venue it required a great deal of professional work and services to create the look and feel appropriate to the historic nature of the Centenary occasion for the 500 guests in the room and to sustain a two hour live broadcast for viewers of Oireachtas TV and for other national and international broadcasters.

#### Speaker programme

As part of the Centenary and in keeping with normal hospitality Speakers and/or Chairpersons were invited from neighbouring parliaments and assemblies and from all EU member state parliaments and from the USA given the interaction of the USA in 1919 with the First Dáil and the fledgling Irish state. This was an opportunity for both celebration and networking for the Houses of the Oireachtas and Irish officials. 31 overseas parliamentarians attended and were accompanied by 44 support staff. In keeping with standard protocols for VIP guests of this level, transport, accommodation and hospitality was provided. The programme for these guests is attached.

#### Staff costs

Staff costs relate to 96 staff working in Leinster House which was opened up to over 1700 visitors who booked tickets for the experience over the weekend of 18-20 January, meet and greet staff who received in and accompanied VIP delegations, ushers and cleaners who were on duty to look after visitors, staff who worked in the Round Room over the weekend of 18-21 January and staff who worked extra hours in the lead up to the event.

It covers dates between 11.01.19 - 21.01.19 and these 96 staff are made up of grades across the general civil service, cleaners, ushers, service officers and catering. The total costs amounts to €40,900.67.

#### 2019 as a whole

Some of the expenditure incurred is for products and services which will be used throughout the year such as, for example, merchandise for students and other visitors to Leinster House.

Graphic design costs and costs associated with installing banners on glass panels will remind visitors throughout 2019 of the importance of the year and what is being commemorated. We intend to open Leinster House on several weekends during 2019 and this will allow us to optimise



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our branding and merchandise for visitors. In addition, we propose to lend the exhibitions to various regional centres around Ireland in due course.

#### **Website**

A specially designed website ([www.dail100.ie](http://www.dail100.ie)) was launched which will act as a repository of information related to Dáil 100. This information which contains both long and short history reads, images and photographs has been specially curated to be a key focal point which we will update throughout the year and the content will then be repositioned under [www.oireachtas.ie](http://www.oireachtas.ie). It will be available for students, academics and other interested users for years to come. The design cost of this was €33,075 (ex VAT) and the build cost was €152,478 (ex VAT).

FOI R1667

APPENDIX B

R1667: Under the FOI Act 2014, I am seeking the following:- a spreadsheet/database of costs associated with the centenary sitting of Dáil Éireann. This should include, but is not limited to, details on the following:

	Cost ex VAT	Note
Venue costs,	€29,970.00	Six days venue Rental
	€4,867.52	Staffing (including in-house security, porter, electrician, fire warden, venue event management)
	€3,477.89	Crew meals during security lock-down in venue on Monday, January 21st
	€30,247.00	Lighting for television production
	€51,000.00	Audio Visual - including screen, interpretation booth, headset hire and projector hire
	€7,337.00	Production Rigging
	€33,000.00	Production Design
	€17,152.35	Room Dressing
	€2,914.82	Set Design
	€5,250.00	Furniture Hire
Fire safety and security costs,	€1,000.00	Event Management Plan
	€650.00	Construction Stage Safety Plan
	€640.00	Supplier Documentation Review
	€1,200.00	Structural Engineer Review and Sign Off
	€960.00	Consultation
Broadcasting costs,	€300.00	Attendance at Meetings
	€2,060.22	Ad Hoc Expenses (Courier costs etc)
	€3,680.79	Set - Initial Build / Materials
	€40,620.00	Set Build / Materials and Associated Engineering Costs
	€3,058.00	Director - Prep & Multi Camera Direction
	€2,277.78	Broadcast Coordinator & Prep
	€20,000.00	Production Services for Dáil100
	€500.00	Performance Fee
	€3,500.00	Production and edit cost for the 'Message to the Nations' VT
	€975.00	Full Colour Grade
	€1,200.00	Audio Mix
	€1,020.00	Autocue - 2 Days Shoot & Expenses



	€2,622.00	Cameraman - 3 Days Shoot & Expenses
	€349.57	Hard Drives for Clean Archive Content
	€49.48	Set Fonts
	€2,534.96	All Media Rights
	€10,950.00	Music Composition, Arranging and Artist Coordinator and Music Rights
	€19,744.35	Design and Creation of Screen Graphics and Copyright
	€9,505.69	Technical production and management services
	€74,528.00	Four days of outside broadcast facilities including cameras, OB truck, jib cameras, cable rigging and derigging
Reporting costs (costs of producing special centenary official report etc),	€13,500.00	Qty 1000 Case bound Commemorative Books Dáil 100
Publicity costs,	€3,240.00	Photography of the Centenary Ceremonial Dáil 100 event 21/01/19
Graphic design costs,	€1,885.00	Design of Invitations, running order and commemorative booklet
Promotional material - itemised,	€0.00	
Total	€407,767.42	



FOI R1667

Appendix C

Dáil 100 Merchandise			
Bags	€13,139.00	15,000 tote bags, green with Dáil 100 branding (incl delivery)	
Hats	€10,250.00	5,000 Dáil 100 branded hats @ €2.05 per hat.	
Pens	€6,150.00	15,000 Dáil 100 branded pens @ €0.41 per pen.	
Badges and Pins	€4,096.00	4000 Pieces - Commemorative Pin	
Badges and Pins	€1,364.98	black & white, and blue badges- 2x 5000	€34,999.98

Catering			
Catering [Public Engagement, Visitor Refreshments]	€4,505.00	1700 tea, coffee and biscuits across the public engagement days of 18, 19 and 20 January	
Catering [Staff and Crew Meals]	€7,700.00	Staff & Crew Meals for Saturday, January 19th and Sunday January 20th	
Catering [Staff refreshments for centenary sitting]	€955.75	Tea, coffee and biscuits for staff assembled in Leinster House on Jan 21 to view proceedings	
Catering [Press Gallery Dinner]	€5,367.61	Dinner for Members of the Oireachtas Press Gallery	
Catering [Staff Reception]	€4,214.50	Dáil 100 reception for all staff of the Houses of the Oireachtas Service	€22,742.86

Leinster House Public Engagement Experience			
Photo Booth	€1,959.00	Dáil 100 - Fabric pop up stand for Dáil centenary celebrations including design and delivery.	
Booklet Printing	€1,671.00	Dáil100 General Booklet	
Photo Exhibition	€10,409.00	Dáil 100 photo exhibition - supply of modular exhibition system and graphic printing	
Image Rights	€250.00	For use in the Dáil 100 Photo Exhibition	
Graphic Design [2018/2019 cost]	€1,630	Design of Proceeding of the First Dail Visitors Booklet:	
	€1,870	Design of Dáil History Photo Exhibition including author's corrections and additional work	
	€36,350	Design, manufacture and supply of exhibition material around the Leinster House Complex. [Incl Project Management]	
	€14,915	Additional Standees, Decals, Installation and General Photo Correction and Enhancement	

	€3,540	General design and print including invitations, leaflets and flyers	
	€3,255	Design of web-based infographics, timelines and website content	
Actors	€22,000.99	Provision of theatrical performances as part of the Dáil 100 public engagement tours including fees, production costs, technical costs and admin costs.	€97,849.99

Dáil 100 Programme Launch			
Signage	€991.20	Dáil 100 polystyrene signs and signage for centenary celebrations.	
Car Hire for launch	€400.00	Hire of classic car for Dáil 100 Launch	
Photography	€900.00	Photography of Dáil 100 Programme Launch and Publicity Shots of attending Actors [14/01/19 & 15/01/19]	€2,291.20

General Consultancy and Exhibition Costs			
Consultancy	€24,700.00	1919 Centenary Programme Development - Creative director services [May to November 2018]	
Consultancy	€2,250.00	Photo Exhibition Editing	€26,950.00

Education			
Catering [Student Training]	€373.50	Lunch for students, hosted in Leinster House, as part of the student training for the Oireachtas TedEd Club talk	
Catering [Student Training]	€409.50	Lunch for students, hosted in Leinster House, as part of the student training for the Oireachtas TedEd Club talk	
Catering [Lunch at planned TedEd event]	€5,995.00	Lunch for students and guests as part of the Oireachtas TedEd Club talk	
TedEd Promotional Material	€2,200.00	1000 x Ted ed branded keyrings for Ted ed event as part of the education programme.	
Signage	€192.00	TedEd event - Polystyrene TedEd Club sign with delivery.	
Photography	€140.00	TedEd Club Event 22/01/19	

Digitisation of historical Records	€37,400.00	In collaboration with the National Archives of Ireland the historical Dáil Éireann 2/Dáil Éireann 4 administrative papers were digitised for public use	
Historian Services	€15,000	<i>Estimated Cost, awaiting final invoice</i> - Services of a Prominent Historian to act as programme consultant	€61,710.00
Total			€246,544.03



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**Issued by email**

Our Ref: R1668

22 February 2019

Dear Mr. Foxe,

I refer to your request under the Freedom of Information Act 2014, which was received by the Houses of the Oireachtas Service on 28/01/2019, for

*- a spreadsheet/database of costs associated with the centenary sitting where it relates to the following categories of expenditure:*

*a/ international travel costs,*

*b/ local transport costs.*

*c/ accommodation costs including name of provider.*

*d/ airport VIP handling costs.*

*e/ entertainment, catering, and hospitality costs.*

*f/ gifts costs.*

*g/ costs of staff for 'meet and greet duties' or who acted as liaison personnel for visiting speakers.*

*I would prefer to receive this information electronically, ideally in its original electronic format.*

In accordance with the provisions of the Freedom of Information Act 2014, I have decided to **grant** access to the records requested. I have explained my decision below.

- [Appendix A](#) is a note outlining the context and significance of the Dáil 100 programme, as a whole, and should be read in conjunction with the cost sheet attached. This note gives further information on the requirements for dressing the Round Room for broadcast, the EU Speaker element of the programme, staffing costs and website costs.
- [Appendix B](#) is the Programme of Events for visiting Speakers as part of the Centenary Commemoration of the first public sitting of Dáil Éireann
- Appendix C is, as per your request, a list of costs associated with the centenary sitting under the designated headings.

I trust this is to your satisfaction. However, you may seek an internal review of this decision by a more senior member of the staff of the Service. To do so, you should write to the following,



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Yours sincerely,

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## APPENDIX A

### Dáil 100 context

#### Context and significance of the event

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#### Dressing the Round Room

In relation to the Centenary Sitting on 21 January, it should be noted that while the Round Room of the Mansion House has huge historical significance, as a venue it required a great deal of professional work and services to create the look and feel appropriate to the historic nature of the Centenary occasion for the 500 guests in the room and to sustain a two hour live broadcast for viewers of Oireachtas TV and for other national and international broadcasters.

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## APPENDIX B

### Centenary Commemoration of the first public sitting of Dáil Éireann

#### Programme of Events for visiting Speakers

##### **Saturday & Sunday, 19<sup>th</sup> & 20<sup>th</sup> January**

Arrival to Dublin International Airport  
Met on arrival and escorted to the Presidential Suite where Speakers/Deputy  
Speakers will be greeted by the Protocol Services of the Houses of the Oireachtas  
Transfer to the Westin Hotel and the Davenport Hotel

##### **Sunday, 20<sup>th</sup> January**

19.20 Speakers leave Westin Hotel for Leinster House, seat of Dáil and Seanad Éireann (Irish Parliament)  
19.25 Speakers leave Davenport Hotel for Leinster House, seat of Dáil and Seanad Éireann (Irish Parliament)  
19.30 Arrival of guests  
Family photo on Dáil staircase (Speakers or their representatives only)  
Proceed to the Member's Restaurant  
Dinner hosted by An Ceann Comhairle, Mr. Seán Ó Feargháil, TD  
22.00 Dinner concludes  
Return by coach to hotels

##### **Monday, 21<sup>st</sup> January**

09.45 Departure from hotels  
Visit to Trinity College including a visit to the Book of Kells and Trinity College Library  
11.00 Depart Trinity College  
11.15 Visit to the Guinness Storehouse  
12.30 Depart the Guinness Storehouse  
12.45 Lunch hosted by Helen McEntee, TD, Minister for European Affairs in Iveagh House, St. Stephen's Green  
14.30 Depart Iveagh House  
[Speakers leave in Bus 1 to the Mansion House]  
[Accompanying people depart in Bus 2 to Leinster House where they view the proceedings from the Private Dining Room]  
14.45 Speakers arrive at the Mansion House for the Centenary Commemoration ceremony which includes a Joint Sitting of Dáil and Seanad Éireann.  
17.20 Event concludes.  
Speakers depart Mansion House for Áras an Uachtaráin for a courtesy call with the President of Ireland, Michael D. Higgins  
[Accompanying people return to hotels. Coach will leave Westin Hotel at 19.00 and the Davenport Hotel at 19.05 for the State Reception in the Mansion House]  
18.45 Speakers depart Áras an Uachtaráin and are returned to the Mansion House for State Reception hosted by Leo Varadkar, TD, Taoiseach  
20.30 First bus departs Mansion House  
Return to both hotels  
21.00 Second bus departs Mansion House



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Return to both hotels

**Tuesday, 22<sup>nd</sup> January**

Departure from the hotel and transfer to Dublin International Airport

Farewell from the Presidential Suite offered by the Protocol Services of the Houses of the Oireachtas.

FOI R1668

APPENDIX C

R1668: Under the FOI Act 2014, I am seeking the following:  
 - a spreadsheet/database of costs associated with the centenary sitting of Dáil Éireann. This should include, but is not limited to, details on the following

	Cost ex VAT	Note
a/ international travel costs,	€0.00	
b/ local transport costs.	€7,708.62	Car Hire, Bus and Airport Transfer
c/ accommodation costs including name of provider.	€13,030.84	The Westin Dublin: EU Speakers - First Dáil Centenary Event 20 & 21 January
	€6,968.44	The Davenport Hotel: EU Speakers - First Dáil Centenary Event 20 & 21
d/ airport VIP handling costs.	€16,567.21	Fast-track airport reception and transfer services, provided for Speakers of visiting Parliaments
e/ entertainment, catering, and hospitality costs.	€200.00	Harpist performance at the dinner for EU Speakers and delegations, hosted in Leinster House
	€8,898.64	Oireachtas in-house catering: Dinner for EU Speakers and delegations, hosted in Leinster House
f/ gifts costs.	€228.80	Irish Confectionary
g/ costs of staff for 'meet and greet duties' or who acted as liaison personnel for visiting speakers.		See note on overall staffing costs at Appendix A of the release letter
Other Costs	€228.00	Photography: Ceann Comhairle & EU Parliaments 20/01/19
Total	€53,830.55	